

# Human Performance Group Factual Report

## Attachment 3

### The Pipeline Controller's Completed Training

Carmichael, Mississippi  
DCA 08 MR 001

# Controller and Courses Taken

System  
Dixie


Last Name	First Name	Course Name	Date Assigned	Date Completed	Result
Crowe	Bryan	Cavern Operations	7/20/2006	9/4/2006	100
Crowe	Bryan	Pumps	1/2/2007	1/6/2007	100
crowe	Travis	Pumps	1/3/2007	1/6/2007	95
Crowe	Bryan	Turbines	10/3/2006	10/20/2006	92.5
Crowe	Bryan	Valves 1	3/7/2007	3/9/2007	93.5
crowe	Travis	Valves 1	3/7/2007	4/8/2007	80
Crowe	Bryan	Valves 2	6/26/2007	8/9/2007	100
crowe	Travis	Valves 2	6/26/2007	7/3/2007	100

## All past sessions

Scheduled date	Actual date	Success	Simulation name	Op. last name	Op. first name	Eval. last name	Eval. first name	Notes
03/27/2006	03/27/2006	No	1 - Leak with Alarms	Crowe	Bryan	Gonyeau	Jim	
03/27/2006	03/27/2006	No	1 - Leak with Alarms	Crowe	Bryan	Gonyeau	Jim	
03/27/2006	03/27/2006	No	1 - Leak with Alarms	Crowe	Bryan	Gonyeau	Jim	
03/27/2006	03/28/2006	Yes	1 - Leak with Alarms	Crowe	Bryan	Gonyeau	Jim	
03/28/2006	03/28/2006	No	2 - Leak without Alarms	Crowe	Bryan	Gonyeau	Jim	
03/28/2006	03/28/2006	Yes	2 - Leak without Alarms	Crowe	Bryan	Gonyeau	Jim	
03/28/2006	03/28/2006	Yes	3 - General Instrumentation Failure	Crowe	Bryan	Gonyeau	Jim	

# EMPLOYEE CURRENT STATUS

12/19/2007 Dixie Pipeline Company

Employee ID:  First Name: Bryan Last: Crowe  
Title: Controllers Controllers Phone:  
Company: Dixie Pipeline Company State: TX  
Division: Houston  
Department: Houston  
Supervisor: Houston

## QUALIFICATIONS

Task ID	Name	Rev Qualified	Next Date	Revoked	Evaluation Round
04100.1a	Perform Operations in Control Center	1 / /	/ /	/ /	
04100.4	Plan and Implement Critical Flow Path (Field Operations	1	05/19/2005	05/19/2006	/ /
04100.5	Perform an Emergency Shutdown of a Pipeline	1	03/18/2005	03/18/2006	/ /
04100.6	Isolate a Leak	1	06/20/2005	06/20/2006	/ /

**Dixie Pipeline Company**  
**Annual Employee Operator Qualification Certification**

**Individual Identification** (Please PRINT clearly)

Name: BRYAN CROWE Title: DISPATCHER

ID Number: [REDACTED] Location: HOUSTON

I have reviewed the attached Operator Qualification (OQ) Core Task List Summary for my job classification and unless noted below, the tasks shown are the ones that I have been assigned and will perform.

I do not perform the following tasks shown on the Core Task List Summary:	I perform the following tasks not shown on the Core Task List Summary:

I have also compared the attached OQ Core Task List Summary for my job classification (including any changes shown above) to the assigned task list shown in the Qualifier database and verified they are correct.

All tasks I am qualified to perform and have documentation on are recorded properly in the Qualifier and the qualifications are shown to be current. The following are tasks that I have yet to qualify on or have additionally qualified on.

I am not yet qualified in the following assigned tasks shown in the Qualifier:	I am additionally qualified in the following unassigned tasks not shown in Qualifier:

I understand it is a regulatory requirement that I may not perform a covered task unless I am qualified with the records properly entered in the Qualifier database unless I am working under the direct supervision of a qualified individual in the task being performed. I attest that I have not been involved in an accident or incident involving an assigned covered task nor have I been observed performing an assigned covered task improperly within the last year.

Employee's Signature

6/15/06  
Date

I have reviewed the above information and find it to be accurate as indicated. I understand that it is a regulatory requirement that this employee may not perform a covered task unless he/she is qualified with records properly entered in the Qualifier database unless he/she is working under the direct supervision of a qualified individual in the task being performed. I attest that he/she has not been involved in an accident or incident involving an assigned covered task nor has he/she been observed performing an assigned covered task improperly within the last year.

Supervisor's Signature

6/15/06  
Date

# **Dixie Pipeline Company Evaluation Check List**

REV. NO. 01	Plan and Implement Critical Flow Path	OQ4100.4
DATE: 10/13/03		Page 1 of 5

**Covered Task** | OQ4100 - Operations Of A Pipeline System

Performance Evaluation				
Step	Action	Evaluation Tips	Unsat	Sat
1.0	Has demonstrated the ability to use Figure 1 to determine and successfully implement a critical flow path, by indicating which valves are required to be open or closed, for the operations explained in the following scenarios.	<i>NOTE: Indicates as Closed any valves not required for the operation scenarios</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Scenario 1: Receive a full stream off of the mainline pipeline into TK 101. The station outgoing pipeline is shutdown.

BLOCK VALVE	OPEN/ CLOSED	BLOCK VALVE	OPEN/ CLOSED	BLOCK VALVE	OPEN/ CLOSED	BLOCK VALVE	OPEN/ CLOSED
BK01	O	BK08	C	BK15	C	BK22	C
BK02	C	BK09	C	BK16	C	BK23	C
BK03	C	BK10	C	BK17	C	BK24	C
BK04	C	BK11	C	BK18	C	BK25	C
BK05	C	BK12	C	BK19	C	BK26	O
BK06	C	BK13	C	BK20	O		
BK07	C	BK14	O	BK21	C		

## Dixie Pipeline Company Evaluation Check List

REV. NO. 00	Perform Operations in Control Center	QQ4100.1A
DATE: 04/30/03		Page 1 of 10

**Covered Task** | QQ4100 - Operations Of A Pipeline System

### References

DPC Procedure No.	OPR-6101, OPR-6102, OPR-6103, OPR-6104, OPR-6105, OPR-6106, OPR-6107, OPR-6108, OPR-6109, OPR-6110, OPR-6111, OPR-6112, OPR-6113, OPR-6114, OPR-6115, OPR-6116, OPR-6117
DOT Reference No.	195.402 (c3, c7 & c8), 195.406

### Abnormal Operating Conditions

Testing for the Abnormal Operating Conditions associated with this task as listed below is incorporated in the Stoner Pipeline simulator.

AOC	Description	Acceptable Response
QQ9070	Fire or explosion due to a release of hydrocarbon	<ul style="list-style-type: none"> <li>• Make appropriate notifications ✓</li> <li>AND</li> <li>• If authorized activate emergency shutdown and response ✓</li> </ul>
QQ9080	Hazardous atmosphere (Control Room only)	<ul style="list-style-type: none"> <li>• LEL Alarm – Notify appropriate personnel and shutdown facility if necessary ✓</li> <li>• HEL Alarm – If facility does not shutdown, shutdown and notify appropriate personnel ✓</li> </ul>
QQ9090	High Tank Level (Control Room Only)	<ul style="list-style-type: none"> <li>• Shutdown filling operation of breakout storage tank/vessel, if applicable ✓</li> <li>• Verify or implement shutdown and isolate the station ✓</li> <li>• Make appropriate notification ✓</li> </ul>
QQ9100	Increase or decrease in flow rate outside normal limits	<ul style="list-style-type: none"> <li>• If deviation of flow is not an indication of a leak or valve closure, return flow rate to normal limits ✓</li> <li>• If deviation of flow is an indication of a possible leak, shutdown, isolate segment if possible, monitor pressure, and notify appropriate personnel if necessary ✓</li> <li>• If deviation of flow is a confirmed leak, shutdown, isolate segment if possible, and notify appropriate personnel ✓</li> </ul>

## Dixie Pipeline Company Evaluation Check List

REV. NO. 00	Isolate a Leak	OQ4100.6
DATE: 03/01/04		Page 1 of 3

**Covered Task** | OQ4100 – Operations of a Pipeline System

### References

DPC Procedure No.	MPR-3001
Additional References	O&E Manual Section IV
DOT Reference No.	195.402(c)

### Abnormal Operating Conditions

AOC	Description	Acceptable Response	Unsat	Sat
OQ9070	Fire or explosion due to a release of hydrocarbon	<ul style="list-style-type: none"> <li>• Make appropriate notifications</li> </ul> AND <ul style="list-style-type: none"> <li>• If authorized, activate emergency shutdown and response</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OQ9140	Malfunction of a pipeline component during the course of performing a covered task	<ul style="list-style-type: none"> <li>• Make appropriate notifications</li> </ul> AND <ul style="list-style-type: none"> <li>• If authorized, initiate emergency shutdown/isolation of pipeline facility and/or component</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OQ9150	Physical damage of a pipeline facility or component	<ul style="list-style-type: none"> <li>• Make appropriate notifications</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OQ9260	Leak or unintended release of hydrocarbon from a pipeline component	<ul style="list-style-type: none"> <li>• Make appropriate notifications</li> </ul> OR <ul style="list-style-type: none"> <li>• If authorized, initiate emergency shutdown/isolation of pipeline facility and/or component</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Prerequisites

There are no Prerequisites associated with this task.



## Dixie Pipeline Company Evaluation Check List

REV. NO. 00	Perform an Emergency Shutdown of A Pipeline	OO4100.5
DATE: 03/01/04		Page 1 of 3

**Covered Task** | OO4100 – Operations of a Pipeline System

### References

DPC Procedure No.	O&E Manual Item No. IV-130
Additional References	O&E Manual Item No IV-140
DOT Reference No.	195.402(e)(4)

### Abnormal Operating Conditions

AOC	Description	Acceptable Response	Unsat	Sat
OO9070	Fire or explosion due to a release of hydrocarbon	<ul style="list-style-type: none"> <li>Make appropriate notifications</li> </ul> AND <ul style="list-style-type: none"> <li>If authorized, activate emergency shutdown and response</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OO9140	Malfunction of a pipeline component during the course of performing a covered task	<ul style="list-style-type: none"> <li>Make appropriate notifications</li> </ul> AND <ul style="list-style-type: none"> <li>If authorized, initiate emergency shutdown/isolation of pipeline facility and/or component</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OO9150	Physical damage of a pipeline facility or component	<ul style="list-style-type: none"> <li>Make appropriate notifications</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OO9260	Leak or unintended release of hydrocarbon from a pipeline component	<ul style="list-style-type: none"> <li>Make appropriate notifications</li> </ul> OR <ul style="list-style-type: none"> <li>If authorized, initiate emergency shutdown/isolation of pipeline facility and/or component</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Prerequisites

There are no Prerequisites associated with this task.

## Evaluation Guide/Checklist

### Covered Task LGO 501

### Stat, Stop, Operate a Pipeline System, Control Center Operations

### References: EPOLP Operations and Maintenance Manual and OEM Manual(s)

49 CFR 192 Reference:

605

49 CFR 195 Reference:

402, 406

## Prerequisites:

The elements of this task must be evaluated by a Senior Control Center Operator

## Re-qualification Interval:

60 months

## Evaluation Method:

Observation &amp; Oral Examination

## Supporting Documentation Required:

NONE

## Performance by Non-qualified Individual:

Yes

## Performance Observation:

P = Perform Element O = Oral Examination  
S = Simulate Element

## Span of Control:

1:1

1	Obtain required documentation for the performance of this task	(P) S	S
2	Accurately identify the segment of pipeline to be operated	(P) S	S
3	Determine the method of start-up for the pipeline, pump/compressor start or valve opening	(P) S	S
4	Ensure all inline valves are in the proper position for start-up, verify all manifold valves are properly aligned for product movement (manual and automatic)	(P) S	S
5	Dispatch necessary personnel to remote valve sites as required to start up the pipeline	(P) S	S
6	Ensure all control points are in proper configuration (auto/manual, etc.)	(P) S	S
7	Ensure pipeline pressures at specific points are acceptable (pump/compressor suction, pump/compressor discharge, injection points, etc.)	(P) S	S
8	Start pump/compressor or open valve to initiate flow in the pipeline	(P) S	S
9	Monitor the conditions of the pipeline as flow and pressure change	(P) S	S
10	Monitor all shut down points and ensure the MOP/MAOP of the pipeline is not violated	(P) S	S
11	As the pipeline pressures reach their desired levels, monitor the operation of the line and ensure it remains within specified limits	(P) S	S
12	Adjust or reset set point limits on control points to achieve desired flow rates or pressures	(P) S	S
13	Contact receipt operators and confirm operations are within desired limits where applicable	(P) S	S
14	Monitor analyzer points to ensure product quality is within specifications where applicable	(P) S	S
15	Monitor pump/compressor operations where applicable, ensure all points are maintained within allowable limits	(P) S	S
16	Ensure all notifications are made to responsible personnel as required by product movements and scheduling	(P) S	S